

**ANNOUNCEMENT PY-256**

**Purchase Of**

**TURKEY TACO FILLING**

**For Distribution To Eligible Outlets**



## Table of Contents

I.	GENERAL . . . . .	1
II.	EVALUATION FACTORS FOR AWARD . . . . .	4
III.	PRODUCTION AND SUBMISSION OF PRE-BID SAMPLES, PROCESSING PROCEDURES, AND OFFERS . . . . .	5
	A.    Where and How to Submit Pre-Bid Samples and Processing Procedures . . . . .	5
	B.    Where and How to Submit Offers (Approved Suppliers Only) . . . . .	6
	C.    What to Submit . . . . .	7
IV.	ACCEPTANCE OF OFFERS. . . . .	9
V.	PROVISIONS OF CONTRACT . . . . .	10
VI.	CONTRACT COMPLIANCE . . . . .	10
VII.	SHIPMENT AND DELIVERY. . . . .	10
	A.    Truck . . . . .	10
	B.    Railcar or Piggyback . . . . .	11
	C.    Early Delivery . . . . .	11
VIII.	LIABILITY FOR LOSSES DUE TO DETERIORATION, SPOILAGE, OR RECALL. . . . .	11
	A.    Loss Due to Deterioration or Spoilage . . . . .	11
	B.    Loss Due to Product Recalled for Health or Safety Risk. . . . .	11
IX.	LIQUIDATED DAMAGES . . . . .	12
	A.    Compensation to the Contractor for Late Mailing of Notice to Deliver . . . . .	12
	B.    Compensation to USDA for Delay in Delivery . . . . .	12
X.	INVOICES AND PAYMENT . . . . .	12
XI.	INQUIRIES . . . . .	13
EXHIBIT 1	Solicitation Mailing List Application, Standard Form 129 - Example. . . . .	14
EXHIBIT 2A	Sample Format for Submitting Offers through DEBES . . . . .	16
EXHIBIT 2B	Sample Format for Submitting Offers via FAX . . . . .	18
EXHIBIT 3	Domestic Origin Certification . . . . .	19
EXHIBIT 4	Browser Requirements . . . . .	20

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To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.

I. GENERAL

A. The United States Department of Agriculture (USDA) is issuing this Announcement to sell to USDA frozen turkey taco filling (commodity). The Commodity Specification, listed below, is published separately and is incorporated herein and made a part hereof.

Commodity Specification for Turkey Taco Filling dated February 2002

- Turkey Taco Filling (231330)

Interested offerors must submit (1) Processing Procedures as described in Section III. and (2) two pre-bid samples of the turkey taco filling prepared in accordance with the Commodity Specification and the offeror's Processing Procedures. Approved suppliers will be chosen based on an evaluation of the pre-bid samples. Only approved suppliers will be invited to submit offers.

B. The Invitation will specify the commodity, the offer date, the delivery period, the destinations, estimated quantities, the closing time for receipt of offers, and any provisions applicable to the proposed procurement which are in addition to or different from those contained in this Announcement. Provisions of the General Terms and Conditions for the Procurement of Agricultural Commodities or Services, Revision No. 2, dated November 1984, and Amendments 1, 2, 3, and 4, dated October 1990, November 1990, August 1989, and March 1990, respectively (USDA-1), are incorporated herein except as specifically excluded. Offerors are cautioned to carefully read all applicable terms and conditions of USDA-1, this Announcement, the applicable Invitation, and the Commodity Specification. The contractor is cautioned that statements made by persons other than the Contracting Officer are not binding on the Government unless subsequently confirmed in writing by the Contracting Officer.

C. Offer prices will be f.o.b. (or f.a.s. vessel) at the destinations listed in the applicable Invitation. Offers will be invited on a purchase unit basis or multiples thereof, except that from time to time the Invitation will indicate two or more destinations in a line item which will require a split delivery (drop) at each destination. Delivery by either mechanically refrigerated trucks or mechanically refrigerated railcars is at the option of the contractor except for those destinations which specify the method of delivery.

D. Responsibility of Offeror

A firm submitting samples and offers under this Announcement must meet the Federal standards for responsibility in the Federal Acquisition Regulations at 48 C.F.R. part 9, USDA-1, and this Announcement. Facilities to be used in fulfilling USDA contracts must be operating under the provisions of the Poultry Products Inspection Act (PPIA) and regulations issued thereunder. All subcontractors and suppliers subject to the PPIA who will be utilized in fulfilling this procurement, either directly or indirectly, must first be approved by the Contracting Officer for responsibility. Approval must be received prior to their performance under this Announcement. Offerors must submit a complete list of all subcontractors and suppliers, including potential subcontractors and suppliers, prior to the offeror's participation in this program. During the life of the Announcement, offerors must update the list of subcontractors and suppliers as changes occur. Subcontractors and suppliers will be determined to be nonresponsible if they have been suspended or debarred and that suspension or debarment is in effect at the time of a bid or during

performance.

In addition to the certifications required by Parts C and D of USDA-1, the offeror must also certify in item 10 of the offer, that: (1) all producing plants specified in the offer are facilities operating under the provisions of the PPIA; (2) neither the offeror nor any of its officials are currently suspended or debarred as defined under 48 C.F.R. § 9.4; (3) the offeror will identify to the Contracting Officer all prospective subcontractors and suppliers subject to the PPIA and request a determination of responsibility prior to their performance; (4) the offeror will only utilize those subcontractors or suppliers in fulfilling the contract who have been approved by USDA; and (5) the offeror will include these certification requirements in every subcontract for the poultry component of this commodity.

**Bidders are cautioned NOT to BID on quantities in excess of what they can reasonably expect to timely deliver in accordance with the contract.** Deliveries must be made during the contracted delivery period. No extensions will be granted due to weekends or Federal holidays. Because this commodity is used in domestic food programs, on-time delivery is imperative. See Section IX.B. as to the importance of timely delivery and the difficulty inherent in quantifying actual damages for delay in delivery. Late deliveries cause serious and substantial damages to USDA and to other agencies that use this commodity. **Contractors delivering late on contract(s) must immediately notify the Contracting Officer of late deliveries and how soon delivery can be expected. If the contractor intends to request an extension of time due to causes beyond the control or negligence of the contractor, such notice must be made to the Contracting Officer 3 business days in advance of a bid opening in which the contractor wants to bid. Notification and request for extension must include (1) documentary evidence of causes beyond contractor's control for each day requested, (2) a production report of completed and/or expected production, including pounds and dates, and (3) actual or expected shipment or delivery dates by Notice to Deliver (N/D) numbers. (See Article 68 of USDA-1.)** Offeror must certify to timely performance on outstanding contracts in each offer. A determination that the late performance is beyond the control or negligence of the Contractor or the Contractor's subcontractor must be made by the Contracting Officer prior to bid opening. An offeror may be deemed nonresponsible if the offeror, on other contracts with USDA, is shipping/delivering late and the late shipment/delivery is not due to causes beyond the contractor's control or negligence. This provision is a deviation from 48 C.F.R. § 9.103(b) and § 19.6.

An offeror's false certification may result in rejection of the offer, suspension and debarment, termination of the contract, liability for damages under the provisions of USDA-1, civil damages, and criminal prosecution.

With respect to purchases under the 8(a) program, the conditions and clauses contained in the Agreement Between USDA, Agricultural Marketing Service (AMS), and the Small Business Administration (SBA) (Interagency Agreement), apply to the 8(a) contractor as defined in 48 C.F.R. § 19.800(a). For the purposes of purchases made under the 8(a) program, reference to "contractor," in all USDA contract documents, means the 8(a) contractor. In accordance with the Interagency Agreement as authorized under 48 C.F.R. § 19.800(c), SBA has delegated responsibility to USDA for the administration of contracts awarded to 8(a) contractors with complete authority to take any action on behalf of the Government under the terms and

conditions of the contract. In the event of non-performance of a contract by an 8(a) contractor or its subcontractor, it is agreed that no further contracts will be offered by the SBA to that contractor during the current fiscal year or until claims for damages resulting from non-performance are settled.

E. Buy American Certification

End products furnished must be of domestic origin as defined in Section I.F., below. To the extent, if any, that this provision is a deviation from 48 C.F.R. part 25 and for the purposes of this Announcement, this provision supersedes Articles 34 and 49 of USDA-1.

F. Domestic Products

The commodity must be of 100 percent domestic origin, meaning that it was produced and processed from poultry (products) which were produced, raised, and processed only in the United States, its territories or possessions, the Commonwealth of Puerto Rico, or the Trust Territories of the Pacific Islands (hereinafter referred to as "the United States"). If the contractor processes or handles products originating from sources other than the United States, the contractor must have an acceptable identification and segregation plan for those products to ensure they are not used in commodities purchased under this Announcement. This plan must be made available to a representative of the Grading Branch, Poultry Programs, AMS, USDA (grader), and the Contracting Officer or agent thereof upon request. The contractor must ensure that both the contractor and subcontractor(s) maintain records such as invoices, or production and inventory records evidencing product origin, and make such records available for review by the Government in accordance with Article 76 of USDA-1. Contractor agrees to include this domestic origin certification clause in all subcontracts for products used in fulfilling contracts awarded under this Announcement. The burden of proof of compliance is on the contractor. Failure to observe this requirement may lead to actions including, but not limited to, the assessment of actual and/or liquidated damages, suspension or debarment, contract termination, penalties at Title 18, Section 1001 of the US Code concerning falsification of information, or other remedies in favor of the Government as may be allowed by law. The attached form (EXHIBIT 3) must be completed for each contract awarded and be presented to a representative of the Grading Branch, Poultry Programs, AMS, USDA (grader) at the processing facility, and the Contracting Officer or agent thereof upon request.

G. Cancellation, Rescission, and Recovery of Funds for Illegal or Improper Activity

1. If the Government receives information that a contractor or person has engaged in conduct constituting a violation of subsection (a), (b), (c), or (d) of section 27 of the Office of Federal Procurement Policy Act (41 U.S.C. 423) (the Act), as amended, the Government may -

- a. Cancel the solicitation, if the contract has not yet been awarded or issued;  
or
- b. Rescind the contract with respect to which -
  - (1) The Contractor or someone acting for the Contractor has been

convicted for an offense where the conduct constitutes a violation of subsection 27(a) or (b) of the Act for the purpose of either -

(a) Exchanging the information covered by such subsections for anything of value; or

(b) Obtaining or giving anyone a competitive advantage in the award of a Federal agency procurement contract; or

(2) The head of the contracting activity has determined, based upon a preponderance of the evidence, that the Contractor or someone acting for the Contractor has engaged in conduct constituting an offense punishable under subsection 27(e)(1) of the Act.

2. If the Government rescinds the contract under paragraph (1) of this clause, the Government is entitled to recover, in addition to any penalty prescribed by law, the amount expended under the contract.

3. The rights and remedies of the Government specified herein are not exclusive, and are in addition to any other rights and remedies provided by law, regulation, or under this Announcement.

#### H. Service of Protest

1. Protests, as defined in 48 C.F.R. § 33.101, that are filed directly with an agency, and copies of any protests that are filed with the General Accounting Office (GAO), shall be served on the Contracting Officer by obtaining written and dated acknowledgment of receipt.

2. The copy of any protest shall be received in the office designated above within 1 day of filing a protest with the GAO.

## II. EVALUATION FACTORS FOR AWARD

An offeror must submit two pre-bid samples, its Processing Procedures, and a PY-210 Poultry Grading Certificate to be eligible for award. The two samples must be received, at no expense to the Government, at or prior to the time specified for receipt of samples. The pre-bid samples will be evaluated as stated below. One of the two samples will be evaluated by a five-member panel. The remaining sample will be held for comparison purposes. The samples will be scored for overall quality on texture, appearance, flavor, and packaging. Samples will be evaluated on a pass/fail basis, with a score of 75 percent and above passing. Individual test results will be faxed to participating vendors submitting samples. Vendors whose samples pass the evaluation process will be placed on an "Approved Supplier" list.

FACTOR/SUBFACTOR	WEIGHT/POINTS
1. TEXTURE	<b>50</b>
Chewiness	25

Mouth Feel/Bite	15
Juiciness	10
2. APPEARANCE	<b>50</b>
Crumbles	35
Separability	10
Color	5
3. FLAVOR	<b>40</b>
Seasonings	30
Greasiness	5
Aftertaste	5
4. PACKAGING	<b>10</b>
Package Integrity	10

### III. PRODUCTION AND SUBMISSION OF PRE-BID SAMPLES, PROCESSING PROCEDURES, AND OFFERS

#### A. Where and How to Submit Pre-Bid Samples and Processing Procedures

A minimum of 30 pre-bid samples must be prepared in accordance with the Processing Procedures under the direct supervision of a USDA grader. The cost for the USDA grader will be at the expense of the contractor. The Processing Procedures and **two** pre-bid samples must be prepared and submitted in accordance with the guidelines found in Section 10 of the Poultry Graders Handbook. The remaining 28 samples will be maintained under the grader's control in a sample box or cage with a USDA-approved locking device and held in the freezer of the production facility. A PY-210 Poultry Products Grading Certificate shall accompany the samples submitted to the address listed below. The samples shall be packaged in the same style and packed in the same type of shipping container as stated in the Commodity Specification. Samples must be labeled with the name of the offeror and the following statement: **SAMPLES SUBMITTED FOR EVALUATION UNDER ANNOUNCEMENT PY-256**. Submit samples to the following address:

Contracting Officer  
 USDA/AMS/Poultry Programs  
 Commodity Procurement Branch STOP 0260  
 1400 Independence Avenue SW  
 Washington, DC 20250-0260

The Processing Procedures must include the following:

1. Statement identifying submission as the Processing Procedures. State "For Announcement PY-256."

2. Name and complete address of offeror (include both street and mailing address, if different), return phone number and FAX number.
3. A specific description of the formulation, processing steps, and equipment used to produce the turkey taco filling in accordance with the Commodity Specification. **The same formulation procedures and equipment must be used for both the production of the commodity and the pre-bid samples.**
4. **Signature and title** of person submitting the Processing Procedures on behalf of the offeror. The person submitting the Processing Procedures must be an officer or representative authorized to sign as evidenced by the Solicitation Mailing List Application (Standard Form-129) filed with the Contracting Officer.

B. Where and How to Submit Offers (Approved Suppliers Only)

Offers must be submitted via the Internet by accessing the Domestic Electronic Bid Entry System (DEBES) (see Exhibit 4 for browser requirements). Offerors may request vendor DEBES ID's and passwords by contacting the Contracting Office (202-720-7693). Offers submitted by any means other than DEBES will be considered nonresponsive.

Access the DEBES website at:

<https://pcsd.usda.gov:3077/mdbc1000.exe?>

Once connected to DEBES, follow the online procedures. Click on the "Help Button" for detailed instructions on using the system, or call (202) 720-7693 for assistance.

AMS will not be responsible for any failure attributed to the transmission of the bid data prior to being accepted and stored on our web server including, but not limited to the following:

1. Any failure of the offeror's computer hardware or software.
2. Availability of the offeror's Internet service provider.
3. Delay in transmission due to the speed of the offeror's modem.
4. Delay in transmission due to excessive volume of Internet traffic.

*If electronic bid submission is unsuccessful, offers should be FAXED prior to bid closing. Offeror MUST contact the Contracting Officer prior to faxing offers. EXHIBIT 2B provides an example of how offers are to be submitted by FAX.*

If authorized by the Contracting Officer, submit offers via FAX to:

FAX:	<b>202-205-1977</b> (24 Hours)
Verification:	202-720-2104 (7 a.m.- 4:15 p.m., Eastern time, Mon.-Fri.)

Faxed offers, modifications, or withdrawals of offers must be addressed as follows:



Contracting Officer  
 USDA/AMS/Poultry Programs  
 Commodity Procurement Branch STOP 0260  
 1400 Independence Avenue SW  
 Washington, DC 20250-0260

Offers, modifications, or withdrawals of offers must be received in DEBES or the USDA-AMS-Management Services Division (MSD)-Communications Office (CO) (if submitted by FAX), not later than **12 noon, Central Time**, on the Monday as indicated in the Invitation. Whether an offer, modification, or withdrawal is received within the time limitation will be determined by the latest time recorded in DEBES, or the time stamp recorded by the USDA-AMS-MSD-CO (if by FAX).

C. What to Submit

An offeror must have completed and submitted a Standard Form-129 and Certifications, Representations, and Warranties (Appendix-1), which must be signed by a duly authorized officer of the company, prior to making an offer. If not already received, copies of Standard Form-129 and Appendix-1 may be obtained from the Contracting Officer. An offeror who has previously provided a Standard Form-129 must furnish updated information only.

The offeror must complete all portions of the Standard Form-129 (except item 18) in accordance with the attached EXHIBIT 1 and include the following information for Items 4, 8, 10, 16B, 19, and 20:

Items 4 and 8: The Federal inspection plant number.

Item 8: Identify all affiliates, including any parent company.

Item 10: The products the offeror is interested in supplying, weekly volume of production, and percent of capacity available for USDA contracts.

Item 16B: Identify the freezer or warehouse to be used and its storage capacity.

Items 19 and 20: Must be an officer of the company, as identified in item 7.

Offers from approved suppliers must be submitted through DEBES. All sections of the offer form must be completed, including prices and constraints. Complete the certifications using the following as a guide. (See EXHIBIT 2A of this Announcement for examples of offers.)

1. Offer is made subject to Announcement PY-256; Appendix-1; the Commodity Specification for Turkey Taco Filling dated February 2002; offeror's Processing Procedures; Invitation No. \_\_\_\_\_; and USDA-1.

2. Furnish the name, complete mailing address, and telephone number of office or person to receive shipping and delivery instructions. NOTE: FURNISH ADDRESS WITH FIRST BID; THEREAFTER, PLEASE FURNISH NEW INFORMATION ONLY.

3. Timely Performance Certification. All products required under any existing USDA contract(s) or subcontract(s) with a not-later-than delivery date prior to this bid opening have been delivered. Choose one:

(a) The offeror (HAS) completed required performance of any contracts with USDA prior to this bid opening; OR

(b) The offeror (HAS NOT) completed required performance of any contracts with USDA prior to this bid opening and (HAS) notified the Contracting Officer; OR

(c) The offeror (HAS NOT) completed required performance of any contracts with USDA prior to this bid opening and (HAS NOT) notified the Contracting Officer; OR

(d) The offeror (DOES NOT) have outstanding contracts with USDA.

4A. Certificate of Independent Price Determination.

(1) Offeror certifies that the person submitting this bid, as identified in item 8 below, (IS) the person in offeror's organization responsible for determining the prices being offered in this bid, and that the signatory (HAS NOT) participated and (WILL NOT) participate in any action contrary to subparagraphs (a)(1) through (a)(3) of the "Certificate of Independent Price Determination" clause of Article 30 of USDA-1; or

(2) Offeror certifies that the person submitting this bid, as identified in item 8 below, (IS) an authorized agent for (name of principal), and (DOES) certify that the principal named above has not participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) of the "Certificate of Independent Price Determination" clause of Article 30 of USDA-1; and, as agent, (HAS NOT) personally participated and (WILL NOT) participate in any action contrary to subparagraphs (a)(1) through (a)(3).

4B Certificate of Independent Price Determination. If you selected 4A(1), type "NOT AGENT." If you selected 4A(2), furnish the name of the principal.

5. Offeror HAS submitted to the Contracting Officer Annual Certifications, Representations, and Warranties (Appendix-1). The Appendix-1 is current, accurate, and complete. Furnish the date of the Appendix-1.

6. Offeror (DOES) (DOES NOT) certifies that the information previously submitted on the Solicitation Mailing List Application (SF-129) is accurate and is a part of this offer; and offeror makes the certification of responsibility required by Section I.D. of Announcement PY-256 and the certifications, representations, and warranties provided in Parts

C and D of USDA-1.

7. Offeror requests HUBZone small business price evaluation preference (YES) (NO). Applies only to firms certified in the Small Business Administration's Historically Underutilized Business Zone program (48 C.F.R. § 19.13).

8. Furnish name, title, fax number, and phone number of person submitting this bid (must be a person authorized to execute contracts on behalf of offeror). NOTE: See Article 6 of USDA-1.

EXHIBIT 2A provides an example of how offers may be submitted through DEBES.

#### IV. ACCEPTANCE OF OFFERS

The Government contemplates award of a fixed-price supply contract resulting from this solicitation. Contracts will be awarded to responsible offerors whose offers conform to the Announcement and the applicable Invitation and whose offers are most advantageous to the Government in terms of, but not limited to, price, quantity requirements, and transportation costs. Acceptance of offers will be made by prepaid telegram or FAX filed at Washington, DC, not later than midnight, Washington, DC time, the Friday following the day for receipt of offers. The actual time of award is the time stamped on the acceptance wire at time of receipt by the USDA-AMS-MSD-CO. A notice of award will be issued in the form of a Food Purchase Report or other public announcement posted at the Department's Office of Public Affairs, News Division, after award and after 3 p.m., Washington, DC time, on the day of acceptance. After award information is posted, inquiries may be made to a USDA-AMS Poultry Programs Market News Office or the Contracting Officer. Failure to accept an offer will constitute rejection. Acceptance as specified above will result in a binding contract without further action by either party. The actual time of award described herein is a deviation from 48 C.F.R. § 14.408-1. Information on awards is also available electronically through the USDA, AMS Home Page at <http://www.ams.usda.gov/cp> after award.

## V. PROVISIONS OF CONTRACT

The contract consists of this Announcement including Appendix-1, the applicable Invitation, the Commodity Specification, the contractor's pre-bid samples and Processing Procedures, the contractor's offer, Standard Form-129, the acceptance by USDA, and USDA-1, except Articles 34, 49, 50, and all of Part E. Article 56 of USDA-1 is hereby amended by deleting the words "shipment from origin" from the third line of paragraph (a) and inserting in lieu thereof the word "delivery." Additionally, Articles 56, 65, and 67 of USDA-1 are hereby amended by deleting the words "ship," "shipping," "shipment(s)," and "shipped" and inserting as appropriate the words "delivery(ies)" or "delivered." If the provisions of contract documents are inconsistent, the following priority order will prevail: Invitation, Announcement, Specification, USDA-1, and Processing Procedures.

## VI. CONTRACT COMPLIANCE

The contractor must assure compliance with all requirements of this Announcement and the Commodity Specification for Turkey Taco Filling prior to submission of product to USDA for acceptance. Examination and certification by USDA is solely for the benefit of USDA and will not relieve the contractor of its obligation and responsibility to deliver a product which complies with all requirements of this Announcement and the Commodity Specification. USDA approval of any part of the production process, including but not limited to equipment, will not relieve the contractor of the responsibility for performing in accordance with the contract. Actual damages not duplicative of liquidated damages may be assessed for performance not in accordance with the contract.

## VII. SHIPMENT AND DELIVERY

Shipment and delivery must be made in accordance with this Announcement; the Commodity Specification; the applicable Invitation; and Articles 56, 57, and 64 of USDA-1, as amended by this Announcement.

When notified of shipments, consignees may request upgrading of delivery services; for example, delivery within the consignee's premises or to a specific room within a building. Such delivery terms are beyond USDA contractual requirements. Any negotiations to upgrade services are between Contractor and consignee and any additional charges for special delivery terms are between the consignee and the Contractor. Any charges invoiced to USDA for additional delivery services will be denied.

Transportation cost adjustments for diverting product to new destinations will be made in accordance with the following provisions:

### A. Truck

If USDA orders delivery to a destination other than the original destination named in the contract, transportation costs adjustments will be made at the rate of \$1.10 per mile per delivery unit based on the difference in miles between (1) the shipping point and new destination and (2) the shipping point and original destination.

Applicable mileage cannot exceed that published in the most recent "Household Goods Carrier's Mileage Guide" issued by the Household Goods Carrier's Bureau.

The following is an example illustrating the transportation cost adjustment for a change in destination:

<u>Point</u>	<u>Points</u>
1 Anytown, NC (shipping point)	
2 Hometown, NC (original destination)	1 to 2 = 40 miles
3 Midtown, NC (new destination)	1 to 3 = 120 miles

For this delivery unit, USDA would increase payment to the contractor \$88 to compensate for 80 additional miles from the shipping point to the new destination at \$1.10 per additional mile. In the event the mileage is less when a change in destination is ordered, the payment would be reduced pursuant to Article 64 of USDA-1.

#### B. Railcar or Piggyback

Transportation costs adjustment for diverting product to the new destination using railcar or piggyback will be made in accordance with Article 64 of USDA-1.

#### C. Early Delivery

The contractor may deliver early upon approval of the Kansas City Commodity Office (KCCO). Approval may be obtained by telephoning (816) 926-6068. Approval is contingent on the recipient's concurrence to accept early delivery and upon the USDA grader being available to perform necessary checkloading and final acceptance duties.

### VIII. LIABILITY FOR LOSSES DUE TO DETERIORATION, SPOILAGE, OR RECALL

#### A. Loss Due to Deterioration or Spoilage

The contractor is liable for losses due to deterioration or spoilage for which the contractor is responsible, which are discovered within 4 months of the date of delivery to USDA in accordance with the provisions of Article 61 of USDA-1.

#### B. Loss Due to Product Recalled for Health or Safety Risk

In accordance with Article 60 of USDA-1, the contractor shall be held liable for failure of the commodity or product to meet all of the contract requirements. In the event the commodity or product is recalled due to a health or safety risk, the contractor is responsible for removal and replacement of recalled commodities or products, and reimbursement of State and local costs incurred as a result of the recall, as outlined in the Food and Nutrition Service's (FNS) Commodity Hold and Recall Process. These costs include, at a minimum, storage, transportation, processing, and distribution of the commodities or products.

### IX. LIQUIDATED DAMAGES

A. Compensation to the Contractor for Late Mailing of Notice to Deliver

Liquidated damages for failure to deliver the commodity during the delivery period due to late mailing of Notice to Deliver by the KCCO will be payable in accordance with Article 65 of USDA-1, as amended by Section V., and will be at the rate of \$0.0025 per pound net per calendar day.

B. Compensation to USDA for Delay in Delivery

Liquidated damages for failure to deliver the commodity during the delivery period due to causes other than a late mailed Notice to Deliver will be payable in accordance with Article 67 of USDA-1, as amended by Section V., at the rate of \$0.0025 per pound net per calendar day. When deliveries are made by contract carrier or vendor's own vehicle, the date shown on the Bill of Lading or destination USDA Poultry Products Grading Certificate will be considered as the date of delivery. However, liquidated damages for late delivery will not be assessed on commodity delivered by railcar or piggyback if the bill of lading was issued prior to the beginning of the delivery period. Timely delivery is important to fulfill the nutritional and dietary needs of persons for whom the commodity is intended. It is difficult to quantify the value of nutritional and dietary needs, but the parties involved agree that the above rate is a reasonable quantification of such value. In addition, liquidated damages include, but are not limited to, compensation for the impairment of USDA's credibility in administering programs which are dependent on timely delivery of commodities.

X. INVOICES AND PAYMENT

Invoicing and payment will be handled in accordance with Article 70, USDA-1, except that a properly prepared invoice package must include the following supporting documents:

- A. USDA Form KC-269 (Notice to Deliver) or commercial invoice form;
- B. Origin USDA Poultry Products Grading Certificate issued at time of checkloading;  
and
- C. A copy of the Bill of Lading or other commercial receipt signed by recipient agent evidencing delivery date and quantity of product delivered or destination USDA Poultry Products Grading Certificate evidencing delivery of product.

The properly prepared invoice package must be mailed or delivered to the Kansas City Finance Office (KCFO) at the address shown in Section XI.C.

When applicable, the contractors will note on their invoices, "Invoice subject to adjustment in transportation costs." (See Section VII.A.)

Interest will be paid in accordance with the provisions of the Prompt Payment Act (31 U.S.C. § 3902 et seq.) if payment is made beyond the seventh day after the date of delivery. For the purpose of payment, the date of delivery of each shipment of product will be the date of receipt by KCFO of a properly prepared invoice package for the product.

USDA payments must be made directly to a financial banking institution. To receive payments electronically, Form SF-1199A, Direct Deposit Sign-up Form, can be obtained from KCCO, Commodity Financial Operations Division, ICB; Telephone (816) 926-2550.

When payment by electronic transfer has been established, the Contractor must notify the Contracting Officer of the mailing address for the disbursement statement.

## XI. INQUIRIES

A. Inquiries pertaining to USDA-1, this Announcement, Appendix-1, Commodity Specification, and applicable Invitation(s) should be directed to:

Contracting Officer  
USDA/AMS/Poultry Programs  
1400 Independence Avenue, SW  
Commodity Procurement Branch STOP 0260  
Washington, DC 20250  
Telephone: (202) 720-7693

B. Inquiries concerning shipping instructions should be directed to:

Director, Kansas City FSA Commodity Office  
U.S. Department of Agriculture  
P.O. Box 419205  
Kansas City, Missouri 64141-6205  
Telephone: (816) 926-6068

C. Inquiries concerning payment should be directed to:

Director, Kansas City Finance Office  
U.S. Department of Agriculture  
ATTN: Fiscal Operations Division  
Payment Certification Branch STOP 8578  
Kansas City, Missouri 64141-6205  
Telephone: (816) 926-6205

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Howard M. Magwire  
Deputy Administrator

Attachments

EXHIBIT 1

Sample 129 form to be inserted.



Sample 129 form (back) to be inserted.

**EXHIBIT 2A**  
**Sample Format for Submitting Offers through DEBES**

The following format, which contains all the necessary information for an electronic offer, will assist you in submitting your offer at a minimum cost and in a concise and orderly manner. When submitting offers, please include all required information as in the following example (see Section III.C.):

**Submitted at: 10/ 3/2001 - 10:37:53 am Central Time**

**CONVERSION POULTRY CORP.**  
**XX**  
**KANSAS CITY, KS 64343-0000**

**PY-256/001, TURKEY TACO FILLING**

Authorized Changes and Comments						
Date	Time	USDA ID		Comments		
Plant 01-CONVERSION POULTRY CORP., XX, KANSAS CITY, KS Shipping Point 01-CONVERSION POULTRY CORP., XX, KANSAS CITY, KS						
TURKEY TACO FILLING						
Line Item	Pack Size	Destination	Delivery Period	Est. LBS	Price/LBS	Trans Mode
001	30 LB CONTAINER	TAUNTON, MA	12/01/2001-12/15/2001	39000	1.0740	Truck
002	30 LB CONTAINER	WILMINGTON, MA	12/01/2001-12/15/2001	39000	1.0870	
003	30 LB CONTAINER	BIRMINGHAM, AL	12/01/2001-12/15/2001	39000	1.0550	
004	30 LB CONTAINER	MIAMI, FL TAMPA, FL	12/01/2001-12/15/2001	19500 19500	1.1050	
006	30 LB CONTAINER	SALISBURY, NC	12/01/2001-12/15/2001	78000	1.0480	Truck
008	30 LB CONTAINER	GRANITE CITY, IL	12/01/2001-12/15/2001	39000	1.0510	
009	30 LB CONTAINER	KALAMAZOO, MI	12/01/2001-12/15/2001	39000	1.0710	Truck
014	30 LB CONTAINER	FRESNO, CA SACRAMENTO, CA	12/01/2001-12/15/2001	19500 19500	1.1390	

High Bid Price: 1.1390 Line Item: 014

Low Bid Price 1.0480 Line Item: 006

Sum of Bid Prices: 8.6300

Constraints				
Const #	Max Qty	Plant Location	Shipping Period	Product
1	9	01-CONVERSION POULT	12/01/2001-12/15/2001	TURKEY TACO FILLING, 30 LB CONTAINER
Certifications				
For this bid your company is designated as: SMALL BUSINESS				
Questions				Answer
01) Offer is made subject to Announcement PY-256; Appendix-1; the Commodity Specification for Turkey Taco Filling dated February 2002; Invitation No. 001; and USDA-1.				

02) Furnish the name, complete mailing address, and telephone number of office or person to receive shipping and delivery instructions. NOTE: FURNISH ADDRESS WITH FIRST BID; THEREAFTER PLEASE FURNISH NEW INFORMATION ONLY.	SAME
03) Timely Performance Certification. All products required under any existing USDA contract(s) or subcontract(s) with a not-later-than delivery date prior to this bid opening have been delivered. (Refer to Announcement PY-256, Section III.C. question no. 3.) Choose one:	HAS
04A) Certificate of Independent Price Determination (Refer to Announcement PY-256, Section III.C., question no. 4A.) Choose one:	(1) IS, HAS NOT, WILL NOT
04B) Certificate of Independent Price Determination. If you selected 4A(1), type "NOT AGENT." If you selected 4A(2), furnish the name of the principal. (Refer to Announcement PY-256, Section III.C., question no. 4B).	NOT AGENT
05) Offeror HAS submitted to the Contracting Officer Annual Certifications, Representations, and Warranties (Appendix-1). The Appendix-1 is current, accurate, and complete. Furnish the date of the Appendix-1.	01/01/2001
06) Offeror certifies that the information previously submitted on the Solicitation Mailing List Application (SF-129) is accurate and is a part of this offer; and offeror makes the certification of responsibility required by Section I.D. of Announcement PY-251 and the certifications, representations, and warranties provided in Parts C and D of USDA-1. Choose one:	DOES
07) Do you request price evaluation preference for HUBZone small business concerns?	NO
08) Furnish name, title, FAX number, and phone number of person submitting this bid. (Must be a person authorized to execute contracts on behalf of offeror.) NOTE: See Article 6 of USDA-1.	John Smith, Conversion Poultry Corp. FAX 555-123-4567 Phone 555-123-7891

High Bid Price: 1.1390 Line Item: 014

Low Bid Price: 1.0480 Line Item: 006

Sum of Bid Prices: 8.6300

## EXHIBIT 2B

## Sample Format for Submitting Offers via FAX

NOTE: Bids are to be faxed ONLY if electronic bid submission is unsuccessful due to USDA system failure. Offerors MUST contact the Contracting Officer prior to faxing offers.

The following format, which contains all the necessary information for an offer, will assist you in submitting your offer at minimum cost and in a concise and orderly manner. When submitting offers, please list in numerical order the required information as in the following example (see Section III.C.):

1. Offer is made subject to Announcement PY-256; Appendix-1; the Commodity Specification for Turkey Taco Filling dated February 2002; offeror's Processing Procedures; Invitation No. \_\_\_\_\_; and USDA-1<sup>1</sup> *Refer to Section III.C. question no. 1.*
2. Potomac Poultry Co.  
1776 Mt. Vernon Avenue., NW  
Washington, DC 20250  
Telephone No. 202-455-3156 FAX No. 801-447-7693  
*Furnish name, complete address of offeror, telephone number and fax number.*
3. 2 purchase units for delivery between \_\_\_\_\_ and \_\_\_\_\_. *Furnish total number of purchase units offeror is willing to sell (not less than one purchase unit) per delivery period.*
4. 

(1) Charlotte & Monroe, NC \$1.1000 per lb.  
(6) Cleveland, OH \$1.1200 per lb.

*Furnish item number listed on applicable Invitation, destination, and price per pound delivered for each processing plant, if more than one processing plant will be used.*

ALTERNATE FORMAT<sup>2</sup>  
(1) \$1.1000 per lb.  
(6) \$1.1200 per lb.
5. (a) Potomac Poultry Company (b) Cross Town Warehouse  
1776 Mt. Vernon Avenue, SE 1120 Eastern Avenue, SW  
Washington, DC 20250 Washington, DC 20250  
(Lincoln County)  
*Furnish name and location (include complete street address and county) of (a) each final processing plant and (b) shipping point for each processing plant. Only one shipping point can be listed for each processing plant. If the shipping point is the same as the processing plant, state "Same."*
6. G. Washington  
Potomac Poultry Co.  
1176 Mt. Vernon Avenue., NW  
Washington, DC 20250  
Telephone: 202-263-2353  
*Furnish name, complete mailing address, and telephone number of office or person to receive shipping and delivery instructions.*
7. (a) has *Refer to Section III.C., question no. 3.*
8. (Select a or b as appropriate) *Refer to Section III.C., question nos. 4A and 4B.*  
(a) is, has not, will not
9. (a) has, dated January 1, 2002<sup>3</sup> *Refer to Section III.C. question no. 5.*
10. does *Refer to Section III.C., question no. 6.*
11. \_\_\_\_\_  
M. Washington, President<sup>4</sup>

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<sup>1</sup> If either the Announcement, Invitation, Appendix-1, Specification, or USDA-1 is subsequently amended, show appropriate amendment numbers.

<sup>2</sup> The offeror may use either format shown in Item 4 in submitting a bid. However, if the ALTERNATE FORMAT is used, it is at THE CONTRACTOR'S RISK because errors in item numbers will not be apparent to the Contracting Officer.

<sup>3</sup> Must be date Appendix-1 was signed by an officer of the company.

<sup>4</sup> Must be an officer identified in Item 7 or representative authorized to sign offers identified in Item 9 of current Standard Form 129 filed with the Contracting Officer. Bids submitted by fax must be signed.

## EXHIBIT 3

**DOMESTIC ORIGIN CERTIFICATION**

This form must be completed for each contract awarded and be presented to a representative of the Grading Branch, Poultry Programs, AMS, USDA (grader) at the processing facility, and the Contracting Officer or agent thereof upon request. Each processing plant producing product under this contract must have a copy of this form on file.

Announcement Number: \_\_\_\_\_

Contract Number: \_\_\_\_\_

Product: \_\_\_\_\_

Does your company process or handle products originating from sources other than the United States, its territories or possessions, Puerto Rico, or the Trust Territories of the Pacific Islands?

☐ YES ☐ NO If yes, a copy of your segregation plan must be on file.

Do any of your Subcontractor/Suppliers process or handle products originating from sources other than the United States, its territories or possessions, Puerto Rico, or the Trust Territories of the Pacific Islands?

☐ YES ☐ NO If yes, a copy of their segregation plan must be on file.

I certify under penalty of law that all products sold to the Department of Agriculture are of 100 percent domestic origin and that all above statements are true.

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Date: \_\_\_\_\_

## EXHIBIT 4

### Browser Requirements

Netscape 4.07 or above  
OR  
Internet Explorer (IE) 5.0 or above

The browser must be capable of handling 128-bit encryption. To determine this:

In IE, go to **Help/About Internet Explorer**. The display will show the following:

#### **Cipher Strength: 128-bit**

If it does not, you can download a new version of the browser from Microsoft at **<http://www.microsoft.com>**.

In Netscape, this can be determined by going to **Help/About Communicator**.

The display will show the following:

**This version supports U.S. security with  
RSA Public Key Cryptography, MD2, MD5  
RC2-CBC, RC4, DES-CBC,  
DES-EDE3-CBC.**

If it does not, you can download a new version of the browser from Netscape at **<http://home.netscape.com/download/index.html?cp=djucc4>**. Choose the 128-bit Strong Encryption\* version for your download.

The Production site is **<https://pcsd.usda.gov:3077/mdbc1000.exe?>**.

### Proxy Servers

Most connection problems are the result of improper browser version, not using 128-bit encryption, and connecting through your corporate proxy server. The proxy server must be set up to allow HTTPS protocol through the appropriate port: Production will be 3077.